

California Energy Commission



CLASSIFICATION:	PLANNER I-Energy Facilities Siting (EFS) (May consider downgrading the position to an Energy Analyst)
TENURE:	PERMANENT
TIME BASE:	FULL TIME
SALARY:	\$4,400 - \$5,348 Planner I – (EFS) \$2,817 - \$4,400 Energy Analyst (salary will be adjusted accordingly to comply with furlough program)
LOCATION:	Siting & Compliance Office; Siting, Transmission & Environmental Protection Division Sacramento, CA
FINAL FILING DATE:	April 22, 2009

DUTIES/RESPONSIBILITIES: Under the general direction of the Siting Program Unit Senior, Siting and Compliance Office, the incumbent in the capacity as a project manager, is responsible for the day-to-day management of less complex and controversial energy facility (e.g., electric power plants and associated linear facilities) siting projects and major Commission programs. They recommend actions and procedures affecting project and program direction; and implement approved activities, policies and procedures to achieve division goals and objectives.

ENERGY ANALYST Duties/Responsibilities: a duty statement is available upon request.

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have

- Knowledge of permitting, construction and operation of energy facilities or similar industrial or public work facilities.
- Knowledge of applicable local, State and Federal laws, ordinances, regulations and standards.
- Knowledge of principles and practices of engineering analysis, environmental impact analysis, socioeconomic impact analysis or project management.
- Ability to analyze and evaluate data and information and reach sound conclusions.
- Ability to develop and evaluate alternatives.
- Ability to establish and maintain cooperative relationships and effective communication with local, state and federal agencies.
- Ability to prepare clear, complete and technically accurate reports, present ideas effectively orally and in writing.
- Ability to coordinate and work effectively with others as an interdisciplinary team member.

WHO MAY APPLY: All interested eligible persons are encouraged to apply. Applicants must have either: transfer, list, reinstatement, or SROA/Surplus eligibility. Please indicate your eligibility for this classification on the state application form, STD. 678.

For Energy Analyst positions only: Prior to appointment to this classification, the most qualified applicant will be required to pass an energy-related written technical assessment test.

INTERESTED APPLICANTS SHOULD SUBMIT A COMPLETED STANDARD STATE APPLICATION (FORM STD. 678) TO:

Linda Nesbit (710-690)
Administration
1516 Ninth Street, MS-16
Sacramento, CA 95814-5504
(916) 654-4233

pos. #710-4734-036

California Relay (Telephone) Service
for the Deaf or Hearing-Impaired
From hTDD Phones: 1-800-735-2929
From Voice Phones: 1-800-735-2922

JOB OPPORTUNITY BULLETIN GUIDELINES

The Job Opportunity Bulletin must be completed in the order of statements. Below is an explanation of each statement and whether or not it is optional or required.

RECRUITMENT IS LIMITED TO EMPLOYEES OF THE CALIFORNIA ENERGY COMMISSION [OPTIONAL].

When the Commission is in a hiring freeze, all JOBS must include this statement. If, during a hiring freeze, the unit wishes external recruitment, approval to do so must be obtained in advance from the Executive Management Team.

CLASSIFICATION [REQUIRED]. Provide the full, civil service title of the position, spelling out the parenthetical if applicable (e.g., Associate Energy Specialist (Forecasting)).

TENURE [REQUIRED]. Provide either: Permanent, Limited-Term (include number of months) or Temporary (include number of months).

TENURE MAY BECOME PERMANENT IF THE CIRCUMSTANCES WHICH NECESSITATED THAT THE POSITION BE FILLED ON A LIMITED-TERM BASIS CHANGE AT A LATER DATE [OPTIONAL]. When circumstances necessitate a limited-term appointment, the originating unit may include this statement. However, please discuss the circumstances with your Personnel Analyst before including it on the J.O.B.

TIME BASE [REQUIRED]. Provide either: Full-time, Part-time (include fraction) or Intermittent (include number of anticipated monthly hours).

Will consider appointments less than full time [OPTIONAL]. If the originating unit will consider appointments to a time base less than the position's time base, this statement should be included on the JOB.

SALARY [REQUIRED]. Provide the salary range. Provide each range if there is more than one.

LOCATION [REQUIRED]. Provide only the office name and/or division name, and Sacramento, California.

FINAL FILING DATE [REQUIRED]. Leave blank. The final filing date will be determined by the Personnel Analyst.

DUTIES/RESPONSIBILITIES [REQUIRED]. Briefly describe the primary duties of the position (from the duty statement).

DESIRABLE EXPERIENCE/QUALIFICATIONS [REQUIRED]. Begin this section of the JOB with "The successful applicant should have," and briefly list the desirable, but not required, qualifications.

WHO MAY APPLY [REQUIRED]. Use the language provided. Also if the position is a Bargaining Unit 2 or Bargaining Unit 9 classification, add "This position is subject to the "Super SROA" provisions of the State Restriction of Appointment (SROA) process."

[For Energy Analyst positions only] Prior to appointment to this classification, applicants will be required to pass an energy-related written technical assessment test] [OPTIONAL]. All Energy Analyst JOBS must include this statement.

Training & Development Assignments may be considered [OPTIONAL]. If the originating unit wishes to consider Training and Development assignments, this statement must be added to the JOB.

Miscellaneous statements here [OPTIONAL]. Statement(s) which are not appropriate to put under the other headings on the JOB may be included here. For example, "A typing test will be given as part of the interview."

INTERESTED APPLICANTS SHOULD SUBMIT A COMPLETED STANDARD STATE APPLICATION (FORM STD. 678) TO [REQUIRED]. Use the language provided. Insert the contact person's name, mailing address, and public and calnet phone numbers.

The California Energy Commission is an EQUAL OPPORTUNITY EMPLOYER – equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. For more information about the above, and other programs at the California Energy Commission, visit our website at www.energy.ca.gov.